



UNITED STATES DISTRICT COURT
District Of Arizona
Sandra Day O'Connor Courthouse, Phoenix
Electronic/Video Courtrooms

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Dear Attorney, Paralegal, and Support Staff:

The District Court of Arizona has fifteen (15) video capable courtrooms in the Sandra Day O'Connor Courthouse in Phoenix, Arizona. Judge Robert C. Broomfield's courtroom (#606) is equipped with a video presentation system that allows you to plug in any laptop at the Lectern position and present evidence to the court. Additional equipment is also available at the lectern position.

Please contact Brian Lalley (see telephone numbers above) 25-30 days before your trial/hearing. He will schedule a time for you (and expert witnesses if necessary) to come to the courthouse to practice with all of the equipment that you might use during your time in the courtroom. Feel free to bring the actual documents, videotapes, computer or any other evidence that you might use in court to ascertain how it will be presented. Please remember to make requests known to the judge regarding the Video Equipment you may use in trial at your Rule 16, Pre-Trial Conferences.

Please ensure that your computer is set to a 60 or 75 Hz refresh rate. Also, that your color display is not set higher than 1200 X 800 (lower is acceptable). Also, please ensure that your representative understands how to send the video signal through the VGA port on your particular laptop/computer. If you are planning on running a computer from the Lectern position, the cable(s) are already provided.

The following Equipment/Systems are available in Judge Broomfields's Video Courtroom:

- **Computer Input (Lectern only)**
- **Document Camera / Visual Presenter / "Elmo"**
- **VCR (S-VHS or VHS) and DVD Player**
- **Other Video Device hook-ups (DVD, CD, Laser Disk)**
- **Pointmaker Annotation System (Lectern and Witness positions)**
- **Video Teleconference Unit (remote witness) in courtroom**
- **Audio Telephonic Conferences (up to six participants)**